

Step 3 Proof of Address

You must also present proof of address, which may be, but is not limited to, **ONE of these**

- ☐ Utility or credit card bill issued in the past 90 days that shows your name at your current address
- ☐ Checking or savings account statement from a bank or credit union, issued in the past 60 days
- ☐ High school or college report card or transcript containing your address, issued within the past two years
- ☐ Original lease or rental agreement showing your name as the lessee or renter
- ☐ Property tax bill, statement or receipt from the past year
- ☐ Any letter or correspondence (including tax bills) received from the IRS or state tax office in the last year
- ☐ First-class mail received from any federal, state or local government agency in the past six months
- ☐ If you're under 18 and don't otherwise have proof of address, then we will accept a Parent or Guardian Certification that verifies you're living with a parent or guardian

Step 4 Social Security Number

As a final step, we will access the Social Security Administration and verify that your name and date of birth match your Social Security number.

Get It Right the First Time!

Every ID document you show must be an original, or a certified copy marked with a state or municipal seal. If any of your documents don't meet this requirement, or if any appear altered or false or are deemed invalid for any reason, you may be required to submit additional documentation. Submitting your Social Security number is required by state law.

QUESTIONS? The NJ Motor Vehicle Commission is ready to serve you like never before.

You can find us online at www.njmvc.gov or by calling toll-free in NJ **1-888-486-3339** (*out-of-state callers use 609-292-6500*). For license suspensions or restorations, please call **609-292-7500**. Customer service representatives are on duty from 8:30 AM to 4:30 PM Monday through Friday.



A Message From the Governor

Today, identity theft and document fraud are growing national problems. Fighting them has never been more important to our individual privacy and national security. That's why the new Motor Vehicle Commission (MVC) is striving to make its driver licenses safer and more secure. The new ID Verification Program detailed in this brochure is an important step toward the overall improvement and reform of MVC. As part of this reform, which includes customer service enhancements as well as security upgrades, MVC will be introducing a Digital Driver License that will be the most secure in the nation. Please read the brochure carefully and help us do our part in making our documents and identities more secure.

Thank you,

James E. McGreevey
Governor of the State of New Jersey



It's about protecting us all

Be prepared before you get in line for a:

- New Jersey driver license
- Permit
- Non-driver ID card
- Boat license



It's about protecting us all

New Jersey
Motor Vehicle Commission

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New Jersey
Motor Vehicle Commission

Save time – get it right the first time! Follow the four steps listed below to apply for or renew a New Jersey driver license, permit, non-driver ID card or boat license:

- ✓ At least one Primary Document
- ✓ At least one Secondary Document
- ✓ At least SIX points of Primary + Secondary Documents
- ✓ Proof of Address

All documents must be **ORIGINAL** or **CERTIFIED COPIES** and have the required state and/or municipal seals.

➔ **MARRIED WOMEN AND OTHERS WITH NAME CHANGES:** If you have changed your name (for example, when you got married) and you want to use a birth certificate as ID, then you must show your civil marriage certificate as proof of the name change. If you have changed your name more than once, then you will need to show proof of ALL links between your birth name and your current name. See other requirements for marriage certificates listed below in Step 2.

Step 1 Primary Documents – You must show at least **ONE** of these

U.S. Citizens

4-POINT DOCUMENTS:

- ☐ A civil birth certificate* or certified copy from one of the 50 states, District of Columbia or a US territory. Photocopies or certificates from hospitals or religious entities are not accepted.

* If your current legal name is different from the name on your birth certificate (for example, if your married name is Betty Smith but the name on your birth certificate is Betty Jones), then you must show proof of the name change. Such proof may include a certified marriage certificate, divorce decree or court order. The proof must link your current name to the name on your birth certificate.

- ☐ US passport, current or expired less than 3 years
- ☐ Active US military photo ID card
- ☐ US Department of State birth certificate (Form FS-545, FS 240 or DS-1350)
- ☐ US adoption papers
- ☐ Certificate of naturalization (Form N-550, N-570 or N-578)
- ☐ Certificate of citizenship (Form N-560, N-561 or N-645)

Non-Citizens

4-POINT DOCUMENTS:

- ☐ Foreign passport with INS or BCIS verification, and valid record of arrival/departure (Form I-94)
- ☐ Foreign passport with INS or BCIS verification, and valid Form I-551 stamp
- ☐ Current alien registration card (new Form I-551) with expiration date and verification from INS or BCIS
- ☐ Refugee travel document (Form I-571)
- ☐ US re-entry permit (Form I-327)
- ☐ Valid I-94 stamped "Refugee," "Parolee," "Asylee" or "Notice of Action" (Form I-797 approved petition) by INS or BCIS
- ☐ Valid I-94 with attached photo stamped "Processed for I-551..." by INS or BCIS

3-POINT DOCUMENT:

- ☐ Current photo employment authorization card (Form I-688B or I-766). Must be presented with valid Social Security card.

2-POINT DOCUMENTS:

- ☐ Current alien registration card (old Form I-551) without expiration date, and INS or BCIS verification
- ☐ Photo temporary resident card (Form I-688)

Step 2 Secondary Documents – You must show at least **ONE** of these

3-POINT DOCUMENTS:

- ☐ Civil marriage certificate issued by the municipality in which you were married. Please note: Photocopies are not accepted. Marriage certificates issued by religious entities are not accepted.
- ☐ Divorce decree
- ☐ Court order for a legal name change, signed by a judge or court clerk
- ☐ Current US military dependent card
- ☐ US military photo retiree card
- ☐ NJ firearm purchaser card

2-POINT DOCUMENTS:

- ☐ US school photo ID card with transcript or school records
- ☐ US college photo ID card with transcript
- ☐ Valid federal, state or local government employee driver license
- ☐ Valid federal, state or local government employee photo ID card
- ☐ US military discharge papers (DD214)
- ☐ FAA pilot license

1-POINT DOCUMENTS:

You cannot use more than TWO of these

- ☐ Current NJ PHOTO driver license
- ☐ Current PHOTO driver license from any other state or the District of Columbia
- ☐ Social Security card
- ☐ Bank statement or record
- ☐ ATM card with preprinted name and applicant's signature. (Please note: An ATM card and bank statement cannot be submitted together.)
- ☐ Current health insurance card, prescription card or employee ID card with printed pay stub
- ☐ State professional license
- ☐ NJ public assistance card with photo (also known as a NJ Social Services ID card)
- ☐ High school diploma, GED or college diploma
- ☐ Property tax statement, bill or receipt issued by a New Jersey municipality
- ☐ For NJ high school students: a waiver certificate for the written portion of the driver's test
- ☐ Veterans Affairs universal access photo ID card

Add up your points ➡

POINTS of Primary Documents + POINTS of Secondary Documents = TOTAL POINTS. You must have **SIX** or more.

+ =

If you have SIX or more, then you are ready to proceed to **STEP 3** ➡